



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

BQ-2

NOV 26 1993

Carney A. Barr, Treasurer
Amoco Political Action Committee
(Amoco PAC)
200 East Randolph Drive
Chicago, IL 60601

Identification Number: C00060103

Reference: July Monthly (6/1/93-6/30/93), August Monthly
(7/1/93-7/31/93), September Monthly (8/1/93-8/31/93),
October Monthly (9/1/93-9/30/93) and November Monthly
(10/1/93-10/31/93) Reports

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-The identification of each contributor, including the person's occupation and name of employer, must be provided if the person has contributed in excess of \$200 in the aggregate during the calendar year. Please amend Schedule A supporting Line 11(a)(1) for each entry lacking a contributor's employer.

Note: If your committee has made at least one effort per solicitation, either by a written request or by an oral request documented in writing to obtain this information from the contributor, your committee may have exercised "best efforts." Under 11 CFR 104.7(b), such effort shall consist of a clear request for the information (i.e., name, mailing address, occupation, and name of employer) which request informs the contributor that the reporting of such information is required by law. If you believe that your committee satisfies the "best efforts" provision, you should provide a copy of your solicitation or an explanation of the method(s) used to obtain contribution information. Clarification regarding "best efforts" should be disclosed during each two year election cycle beginning with the first report filed in the non-election year. 11 CFR §104.3(a)(4)(i)

-Your report includes computer produced formats of Schedule A. Computer produced formats may only be used

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(ANOCO PAC)
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upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. (11 CFR §104.2(d))

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,



J. P. Andre'
Reports Analyst
Reports Analysis Division

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